

ONA T. WANG, United States Magistrate Judge:

On June 21, 2024, the Court granted defense counsel's motion to withdraw as counsel of record for Defendant Tanya Mitchell-Voyd, former Superintendent of Taconic Correctional Facility, after defense counsel was unable to reach her. (ECF 199). In their memorandum of law in support of the Office of the New York State Attorney General's ("OAG") motion to withdraw, counsel states that OAG has attempted to contact Defendant Mitchell-Voyd "by mail, email, and phone to coordinate her deposition by counsel for Plaintiffs as well as her participation in the defense of this action" and that "all attempts to contact TMV have failed." (ECF 197).

Defendant Mitchell-Voyd is directed to file a letter on the docket **by July 29, 2024**, indicating whether she will proceed *pro se* or will obtain counsel to represent her in this matter. If Defendant Mitchell-Voyd intends to proceed *pro se*, she is directed to file the attached notice

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of appearance with an updated address by July 29, 2024.

Former counsel for Defendant Mitchell-Voyd is directed to serve her at her last known address, and file proof of service on the docket.

SO ORDERED.

Dated: June 28, 2024

New York, New York

s/ Ona T. Wang

Ona T. Wang United States Magistrate Judge

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| (In the space above enter the full name(s) of the plaintiff(s)/petitioner(s).) - against - | | | | Civ () () | |
| | | | | NOTICE OF APPEARANCE | |
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| (In the spa | ce above enter the full nam | e(s) of the defendant(s |)/respondent(s).) | | |
| this action | Please take notice the on, hereby appear <i>proon</i> on are to be directed | o se and that all f | (name) Suture corresponde | ence and papers in | a defendant in connection with |
| Dated: | (town/city) | , <u>(state)</u> | Signature o | f Defendant | |
| | | , 20 | Address | | |
| | | | City, State Telephone | & Zip Code Number | |
| | | | Fax Numbe | r (if you have one) | |

Rev. 05/2007